

EDITED TASK LISTING

CLASS: PSYCHOLOGIST – CLINICAL, CORRECTIONAL FACILITY

NOTE: Each position within this classification may perform some or all of these tasks.

Task #	Task
1.	Screen patients in a correctional facility or parole outpatient clinic to determine their clinical needs, using program guidelines, professional training (e.g., interview skills, recording skills, symptom recognition, etc.), case history, observations, questionnaires, check lists, etc. as assigned.
2.	Assess patients in a correctional facility or parole outpatient clinic to determine their clinical needs, risk levels, levels of care, and appropriate program placements using program guidelines and professional training (e.g., clinical interview, observations, symptom recognition, psychological testing, case history, social factors, treatment progress, etc.) as assigned.
3.	Conduct psycho-educational groups (e.g., stress management, mood management, etc.), pre-release groups and individual therapy (e.g., cognitive behavior, problem solving, behavior modification, supportive therapy, etc.) to ensure compliance with program guidelines, and to meet patients' clinical needs and relevant interests, using program guidelines and professional training (e.g., knowledge of group dynamics, group facilitation skills, individual intervention, etc.), communication skills, clinical experience, etc., as assigned.
4.	Administer psychological tests (e.g., personality, intelligence, aptitude, achievement, neuropsychological, vocational, etc.) to patients to determine emotional, cognitive, personality functioning, etc., and to clarify diagnostic issues using appropriate standardized psychological tests and professional training in psychological test administration, as needed.
5.	Score (e.g., manually, computerized, etc.) patients' psychological test (e.g., personality, intelligence, aptitude, achievement, neuropsychological, vocational, etc.) responses to provide a basis for test interpretation using testing manuals and professional training in psychological test administration, as needed.
6.	Interpret patients' psychological test results based on test scores to determine emotional, cognitive or personality functioning and to clarify diagnostic issues using testing manuals, current published criteria, and professional training in psychological test administration, as needed.
7.	Participate in meetings (e.g., treatment teams, classification committees, credentialing, medical staff, executive, safety, suicide prevention, etc.) to provide information, consultation and recommendations regarding patient care (e.g., admission, transfer, discharge, therapeutic activities, etc.), and to fulfill administrative functions (e.g., bylaw requirements, quality improvement, departmental requirements, etc.) using communication skills, local operating procedures, professional clinical training, organizational skills, etc. as required.
8.	Clinically consult with institutional or parole staff (e.g., health care, correctional staff, education, etc.) to define inmate problems and recommend interventions (e.g., alternate housing, cultural accommodations, medical referral, need for staff assistant, treatment participation, etc.) using clinical and program knowledge, professional training, clinical interview, communication skills, clinical and program experience, etc. as needed.

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9.	Participate in program development with institutional or parole staff (e.g., health care, correctional staff, education, etc.) in order to develop and implement programs (e.g., pre-release, individualized education, etc.) for treatment and training of inmates using clinical and program knowledge, professional training, clinical and program experience, communication skills, etc. as assigned.
10.	Participate in quality management activities and committees (e.g., mental health program subcommittee, suicide prevention, medical records, access to care, etc.) to identify clinical areas that need improvement, suggest and implement improvements to ensure the best access to care and provide the highest possible quality patient care using program guidelines, regulatory agency guidelines, clinical and program knowledge, professional training, clinical and program experience, communication skills, etc. as assigned.
11.	Prepare clinical assessment, progress reports and treatment recommendations on assigned patients to present to treatment team meetings in order to develop comprehensive treatment plans and monitor patients' treatment progress using clinical and program knowledge, professional training, clinical and program experience, program guidelines, appropriate forms (e.g., Mental Health Form 2, Mental Health Placement Chrono, etc.) patient information, etc. as required.
12.	Provide training for department staff (e.g., physicians, psychology interns, nurses, correctional cadets and staff, volunteers, etc.) to educate about correctional mental health systems (e.g., Mental Health Services Delivery System (MHSDS), Clark Remedial Plan, Suicide Prevention Plan, Correctional Treatment Center (CTC) regulations and procedures, etc.) in order to inform staff about correctional mental health systems and procedures and ensure compliance with court mandates using clinical and program knowledge, professional training, MHSDS Program Lesson Plans, Clark Lesson Plans, communication skills, etc. as assigned.
13.	Act as a psychological consultant within the facility, parole outpatient clinic, or to other correctional facilities and agencies (e.g., Board of Prison Terms (BPT), Basic Correctional Officer Academy (BCOA), etc.) to educate institutional and other staff in order to be better informed about correctional mental health systems using clinical and program knowledge, professional training, MHSDS Program Lesson Plans, Clark Lesson Plans, communication skills, clinical and program experience, etc. as requested.
14.	Participate on hiring interview panels in order to assist in the selection of the most highly qualified mental health staff using structured interview questions, program and clinical knowledge, professional training, program and clinical experience, communication skills, job classification responsibilities, etc. as assigned.
15.	Attend educational courses (e.g., workshops, seminars, home study, etc.) for professional development (e.g., assessment, treatment, medico-legal issues, correctional health, etc.) to keep abreast of clinical knowledge and meet licensing requirements of the California Board of Psychology using courses approved by the American Psychological Association or Mandatory Continuing Education Program as required.

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16.	Supervise the conduct of inmates to maintain institutional safety and security by notifying correctional staff promptly using oral and written communication when there is a serious issue of institutional safety and security (e.g., suicide risks, threats against staff and inmates, escape risks, etc.) as required.
17.	Secure working areas and work materials to ensure institutional safety and security by inspecting premises, controlling equipment (e.g., keys, personal alarms, timers, hand trucks, testing materials, etc.), disposing of sensitive material properly, etc. as required.
18.	Maintain professional standards concerning patient confidentiality (e.g., securing and disposing of sensitive materials, obtaining written consent to release information, etc.) to ensure compliance with the requirements of the California Board of Psychology and relevant California statutes using appropriate forms, professional training, knowledge of California statutes, American Psychological Association standards of practice, etc. as required.
19.	Document patient contacts by recording (by writing or electronic entry) assessments, progress notes, treatment plans, chronos, etc. to provide patient information to treatment providers, using appropriate forms and formats, clinical and program knowledge, communication skills, etc. in accordance with program guidelines as required.
20.	Produce psychological reports to provide information to specific agencies (e.g., Board of Prison Terms, criminal courts, etc.) for purposes of custodial decision making in order to be in compliance with California statutes, using clinical knowledge, communication skills, record reviews, consultation, clinical interview, etc. as required.
21.	Perform crisis intervention with patients in order to manage psychological crises (e.g., danger to self, danger to others, acute psychotic symptoms, etc.) and to determine the appropriate level of care (e.g., admission to Mental Health Crisis Bed, referral to medical clinic, etc.) using program guidelines, California statutes, clinical knowledge, communication skills, professional training, etc. as required.
22.	Directs treatment of patients to reduce symptom severity that impairs patients' functioning within a correctional setting by writing orders (e.g., primary care consultation, psychiatry consultation, nursing, social work, recreational therapy, etc.) using clinical knowledge, communication skills, professional training in accordance with program guidelines and scope of license.
23.	Admit patients to the Mental Health Crisis Beds in order to manage psychological crises (e.g., danger to self, danger to others, acute psychotic symptoms, etc.) using program guidelines, California statutes, clinical knowledge, communication skills, professional training, etc. as required.
24.	Discharge patients from the Mental Health Crisis Beds after stabilization of immediate crisis behavior, to the appropriate level of care (e.g., Enhanced Outpatient Program, Correctional Clinical Case Management Services, Outpatient Housing Unit, Department of Mental Health, etc.) using clinical knowledge, communication skills, professional training in accordance with program guidelines and scope of license.

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25.	Order patient placement in Outpatient Housing Unit to provide the least restrictive level of care needed to adequately respond to symptom severity and the need for crisis intervention using clinical knowledge, communication skills, professional training, in accordance with program guidelines and scope of license.
26.	Order restrictions for patients, such as Restraints, Seclusion, Suicide Precaution, or Suicide Watch in order to ensure the safety of patients or others using clinical knowledge, communication skills, professional training, in accordance with program guidelines and scope of license.